

EXETER ST JAMES COMMUNITY TRUST LTD

MINUTES OF THE BOARD MEETING HELD AT 15 POWDERHAM CRESCENT EXETER ON THURSDAY 14 JULY 2016 AT 10.30AM

Present: Aylwyn Bowen (AB), Robyn Connett (RC), Paul Layton (PL), Beth Osment (EO)

This meeting was postponed from the scheduled date of 6 July 2016.

RC took the chair

1 **Apologies:** Harry Temple (HT)

2 **Conflict of Interest:** none.

3 **Minutes of the Board meeting held 22 March 2016**

(a) Approved.

(b) Matters arising: PL had written to the Forum Housing Group regarding 3 Well Street requesting that a comprehensive business plan be submitted for Directors' consideration.

4 **Governance Issues**

(a) AGM 2016: agreed to be held on Thursday 1 September at 6.00pm, St Sidwell's Community Centre.

(b) Directors: consistent with Rules 19.1 and 18.5 PL and EO would stand down at the AGM; both would seek re-election.

5 **Membership Issues**

(a) Applications: Directors considered and gave formal approval to the 5 applications received (Roll numbers 222 – 226); 3685 shares sold.

(b) Seal: use of the Society Seal approved for certificate numbers 222 – 226.

(c) Communication:

(i) the cost of mailing members who did not supply email addresses, the majority recruited by Mr Hassan of Exeter mosque, was recognised as a drain on Trust funds; RC undertook to contact Mr Hassan to see if he would be willing to distribute future Trust communications to those members.

(ii) the autumn edition of "*About St James*" would be published in late September/early October; PL to ascertain Joni Holohan's willingness to continue as editor in view of her resignation from the Forum SG.

6 **Financial Report**

Transactions to date:

| | <u>Credit</u> | <u>Debit</u> | <u>Balance</u> |
|-----|---------------|--------------|----------------|
| B/f | | | 3,419.28 |

| | | | |
|-----------------|--------|-----------------|-----------------------|
| K Macleod | 15.00 | 3,434.28 | Donation |
| Memb shares | 15.00 | 3,449.28 | Roll No. 222-223 |
| Advert income | 100.00 | 3,549.28 | Saunders/St Anne's W. |
| Advert income | 50.00 | 3,599.28 | Gillams |
| Memb shares | 5.00 | 3,604.28 | Roll No. 224 |
| Memb shares | 10.00 | 3,614.28 | Roll No. 225 |
| TWRA | 70.08 | 3,684.36 | QCG donation |
| QCG Fund | | 1,760.39 | 1,923.97 |

Directors agreed that QCG funds should be returned to the Forum pending the Trust assuming legal responsibility for the project.

7 Queen's Crescent Garden

CPO:

- (i) following publication of the order, the 21 day period for objection expired on 24 June; it was not yet known if any objections had been received.
- (ii) RC undertook to contact solicitor Keith Biggs, OTB Eveling, to ascertain an estimate of costs in connection with the ECC lease.
- (iii) it was agreed to approach to Cllr Jill Owen for a Locality Budget grant to cover legal fees.

8 St James Vegetable Gardens

In the absence of HT there was no report on the progress of negotiation with NR regarding the proposed lease.

9 Exeter Community Forum

PL had been unable to attend the ECF AGM held on 18 June.

10 Date of Meeting

The next meeting of the Board: Tuesday 20 September 2016 at 10.00am.

11 AOB: none.

The meeting closed at 11.40am.